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5 January 1968

CS/HPM-10

MEMORANDUM FOR:   All CS Historical Officers, Writers,
and Editors

SUBJECT         :   Flow Chart for Historical Papers

1.   With the thought in mind that it might be
helpful to all those working on various aspects of the
CS historical program to have a listing of the actions
to be taken with most, if not all, historical papers,
who is responsible for them, and in what order they should
be undertaken, we have prepared the attached Flow Chart.
This chart will indicate to each of us his own part in the
preparation of these papers.

2.   It seems particularly timely to have such a chart
now as for the first time in our program we will have two
editors, and it is essential that we all understand what
their role will be, and where their efforts fit in with
those of others.

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Executive Secretary
CS Historical Board

Attachment:  Flow Chart

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